



BOXBOROUGH PLANNING BOARD
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Owen Neville, Chair Eduardo Pontoriero, Clerk Nancy Fillmore John Markiewicz Hongbing Tang

Meeting Minutes
March 9, 2015
7:30 PM
Morse Room, Town Hall, 29 Middle Road

Members present:

Owen Neville, Chair
Eduardo Pontoriero, Clerk
Nancy Fillmore, Member
Hongbing Tang, Member (arrived at 7:35 PM)
Adam Duchesneau, Town Planner

Members absent:

John Markiewicz, Member

The Chair called the meeting to order at 7:30 PM.

Meeting Minutes of February 18, 2015

Mr. Pontoriero MADE a MOTION to approve the minutes of February 18, 2015. Ms. Fillmore SECONDED the MOTION. All members voted in favor and Ms. Tang was absent from the vote.

Correspondence

Mr. Duchesneau indicated the Planning Board had not received any correspondence since their last meeting.

At this time Ms. Tang arrived at the meeting.

530 & 540 Massachusetts Avenue – Site Plan Approval Minor Modification

William Hall from Stamski and McNary, Inc. and Bonnie Shope of Veterinary Dental Services, LLC were in attendance to discuss the Minor Modification request with the Planning Board. Mr. Hall explained the building footprint was being adjusted approximately one foot in a few locations resulting in a 130 square foot increase to the building. He also indicated they had made some changes to the façade of the building as well. Ms. Fillmore asked if floor design changes were driving the building footprint modifications. Ms. Shope indicated that was correct as they were required to add a second bathroom that was handicap accessible. As such, some of the internal programming in the building needed to be adjusted.

Ms. Shope continued on to note the changes to the façade were a bit more substantial. Mr. Pontoriero acknowledged this, but stated he preferred the new design as he felt it fit more within the character of the community. Ms. Shope pointed out they had removed the glass from the façade because it was extremely expensive and worked in a double peaked design over the entrance to the building.

Mr. Neville then MADE a MOTION to approve the requested Minor Modification of the Site Plan as it was not significant to the public interest and the modification was not inconsistent with the purpose and intent of the Zoning Bylaw or the approved Site Plan. The motion also authorized the Planning Board Chair, the Planning Board Clerk, or the Town Planner to sign the Decision on behalf of the Planning Board. Ms. Fillmore SECONDED the MOTION. All members voted in favor.

211 Massachusetts Avenue – Site Plan Approval Minor Modification

The property owner, John Anderson, was in attendance to discuss the Minor Modification request with the Planning Board. He first noted he was seeking approval from the Board on a finalized Landscape Plan for the property as well as some Minor Modifications to the Site Plan Approval. Mr. Anderson explained the details of the Landscape Plan which included a rail fence on the western property line and a number of Sunset Maples. He noted they had retained much of the existing vegetation at the corner of Massachusetts Avenue and Liberty Square Road, which should provide substantial screening for the project. Mr. Anderson explained that each unit would have an Exclusive Use Area (EUA) and therefore he did not want to overdo the landscaping to give the new owners their own design flexibility. He continued on to note that all of the units had been sold and were closing within the next month or so, but due to the significant amount of snow, the landscaping would not be able to be installed for a few months. He indicated he wanted to submit a performance bond of \$10,000.00 for the landscaping to allow all of the Certificates of Occupancy to be issued for the project.

Ms. Tang asked what plantings would be located underneath the proposed Sunset Maples where the old driveway access was formally located. Mr. Anderson indicated that only grass would be located under the trees. Ms. Tang then inquired where the Vinca Minor would be located and Mr. Anderson stated it would be placed beside the walkways. Ms. Tang wondered if there should be more vegetative screening along Massachusetts Avenue. Mr. Anderson reiterated he wanted to give the new homeowners the flexibility to landscape their own areas and noted the Landscape Plan calls for a significant number of trees to be planted along the street already. Mr. Neville asked what type of tree a Sunset Maple was and Ms. Tang indicated it was a Red Maple.

Mr. Neville then MADE a MOTION to approve the finalized Landscape Plan and the requested Minor Modification of the Site Plan as it was not significant to the public interest and the modification was not inconsistent with the purpose and intent of the Zoning Bylaw or the approved Site Plan. The motion also authorized the Planning Board Chair, the Planning Board Clerk, or the Town Planner to sign the Decision on behalf of the Planning Board. Mr. Pontoriero SECONDED the MOTION. All members voted in favor.

205 Flagg Hill Road – Preliminary Project Discussion

Bruce Ringwall from Goldsmith, Prest & Ringwall, Inc. and Glen Kaufmann of Meridian Homes were in attendance to discuss the preliminary proposal with the Planning Board. Mr. Ringwall began by giving a brief overview of the existing conditions at the property which includes wetlands along Flagg Hill Road and a slope upward at the rear of the property. Mr. Pontoriero asked if there was an existing home on the property and Mr. Ringwall stated there was along with an existing barn.

Mr. Ringwall indicated they had three different subdivision proposals for the property they wanted to discuss with the Planning Board. The first proposal contained three building lots along Flagg Hill Road, two curb cuts connected with a loop, and a 500 foot dead-end roadway extending off of the loop. There were three major wetlands crossings involved in this proposal which included 15 single-family dwellings and roughly 2,100 square feet of pavement.

The second proposal called for one, long, dead-end roadway extending 1,400 feet off of Flagg Hill Road. The proposal would require a waiver from the Subdivision Rules & Regulations to permit a dead-end roadway longer than 500 feet, but only two wetlands crossings would be required. There would still be 15 single-family dwellings on the site, but there would also be less intrusion to the existing landscape in this scenario. Mr. Pontoriero asked if the existing single-family dwelling would be retained. Mr. Ringwall stated they were still evaluating if they were going to keep the existing house and barn.

The third proposal would retain eight acres of land as an open space corridor through the wetlands and their associated buffer. There would only be one, approximately 1,500 foot long, roadway on the site, and there would be 14 single-family dwellings. Mr. Ringwall then passed around a "pros and cons" sheet he had created which compared each of the proposals.

Mr. Neville asked if a fire cistern location had been considered and Mr. Ringwall noted they were thinking of placing one near the cul-de-sac. Mr. Pontoriero asked what the overlapping circles were indicating on the plans and Mr. Ringwall explained these were proposed well radii. Ms. Tang asked if the structures would be larger in the third proposal compared to the other scenarios and Mr. Kaufmann stated the homes would be the same scale in all three proposals. Ms. Tang inquired how large each house would be and Mr. Kaufmann stated they would range between 3,000 and 4,000 square feet.

Ms. Fillmore stated she preferred the third proposal which contained the dedicated open space. Mr. Pontoriero indicated he was neutral on the proposals and would defer to the Conservation Commission's judgment on the proposed scenarios. Ms. Tang stated she preferred the scenarios which contained a single access road. Mr. Neville added it would be preferable if there was a scenario which retained the existing house and barn on the property and noted he also preferred the third proposal with the dedicated open space area.

Pre-Application Conference for Site Plan Approval for a proposed project at the Town Center (intersection of Stow Road and Massachusetts Avenue) (Senior Housing Development)

Richard Harrington from Stamski and McNary, Inc. and property owners Mike Jeanson, James Fenton, and John Lyons were in attendance to discuss the proposed project with the Planning Board. Mr. Harrington noted they had met to discuss the project with Town Staff since the last Planning Board meeting. He pointed out they would be applying for Site Plan Approval under the 2012 Zoning Bylaw, the zoning freeze which they had obtained with a 2014 Definitive Subdivision Plan approval. Mr. Harrington provided a brief overview of the project noting there would be 212 senior housing units in two-family structures with two, two-car garages, front porches, and possibly decks or patios in the rear. He continued on to note the development would have private snow plowing and trash removal. Mr. Harrington also indicated the Police and Fire Departments had expressed some concerns about the project with regard to the proposed roadway width and the locations to access water for fire suppression purposes.

Mr. Pontoriero asked what type of connection would be used to link into Priest Lane. Mr. Harrington stated some type of gated connection is being proposed at this time. Mr. Pontoriero asked why there would not be full access through Priest Land and Mr. Jeanson indicated he believed there would likely be substantial pushback from the residents on that roadway. The conversation then turned to the main access for the project off of Stow Road between Sherriff's Meadow and Tisbury Meadow. Mr. Lyons indicated he owns the fee in the roadway between Sheriff's Meadow and Tisbury Meadow. He stated he had reviewed the project file and found the only limitation for this roadway as part of the Sherriff's Meadow development was that this roadway was the only one that could be extended. Mr. Harrington indicated they could also explore secondary access into Priest Lane.

Ms. Tang pointed out that the Town is currently in the process of updating its Master Plan and perhaps this particular property could fit into the Plan. She continued on to note she would prefer to see some type of mixed-use development here and to see a project that fits into the future of the town. Mr. Harrington suggested perhaps removing the proposed 12 units which have access off of Massachusetts Avenue. Ms. Tang pointed out that those 12 units are so far removed from the rest of the project; they do not have much of an impact on the other 196 units that are densely clustered together. Mr. Pontoriero stated he expected this project to be built at a density that is more similar to the Sherriff's Meadow or Tisbury Meadow projects.

Mr. Fenton asked if the Town would entertain a zoning change to promote commercial or mixed-use development at this property. Mr. Duchesneau noted that the wetlands in this area present more of a development constraint on the property than the existing zoning. Mr. Pontoriero indicated that fewer dwelling units and structures which are more widely dispersed would be preferable. Ms. Fillmore stated the Fire Chief has had concerns with previous proposals for this site with regard to the vehicle access to and throughout the project.

Mr. Neville noted this type of development would be a neighborhood and suggested the Applicants look into incorporating some type of park, recreation area, or community building. Mr. Duchesneau asked if the project would require any MEPA approvals and Mr. Harrington stated that an Environmental Notification Form filing would be needed at a minimum. Mr. Duchesneau also asked about sidewalks in the project and Mr. Harrington noted that all major roadways in the project have sidewalks on at least one side. Ms. Tang pointed out that these sidewalks should be handicap accessible. Mr. Duchesneau explained to the Applicants that the project would also be required to go before the Design Review Board and maximum lot coverage and minimum open space figures should be provided when a formal Site Plan Approval application is filed. Mr. Neville then indicated that one more preliminary meeting should be held for the proposal prior to a formal Site Plan Approval application being filed. Mr. Harrington stated they would like to meet with the Design Review Board first before they came back before the Planning Board for another preliminary meeting.

Discussion Regarding Proposed Zoning Bylaw Amendments including Preparation of Written Recommendations for Town Meeting Warrant and upcoming Public Hearing on Monday, March 23, 2015

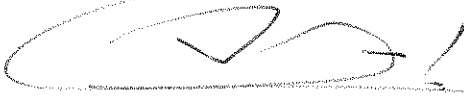
Mr. Duchesneau went over a few small changes he had made since the last Planning Board meeting. He proposed striking language in the existing Zoning Bylaw which limited sign illumination to only 30 minutes after a business closes. Mr. Duchesneau also went over a few

small changes to the Wireless Communication Facilities section he had made and Mr. Neville proposed a few additional changes as well.

Mr. Neville then MADE a MOTION to approve the appropriate next steps be taken to move forward with the proposed amendments regarding the Wireless Communication Facilities section as modified in the discussion at the meeting. Mr. Pontoriero SECONDED the MOTION. All members voted in favor.

With no further business, the meeting was adjourned at 9:28 PM on a MOTION by Ms. Fillmore, SECONDED by Mr. Pontoriero, with all members voting in favor.

On Behalf of the Boxborough Planning Board

A handwritten signature in black ink, appearing to read 'Eduardo Pontoriero', is written over a horizontal line.

Eduardo Pontoriero, Clerk